

**LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS**

9643 Brookline Ave, Ste. 101, Baton Rouge, LA 70809



**REGULAR MEETING OF LBOPG**

Tuesday, March 10, 2015

1:00 P.M.

Louisiana Engineering Society Building, Conference Room  
9643 Brookline Ave., Baton Rouge, LA 70809

**MINUTES**

Chairman Kumar called the meeting to order at 1:00 p.m., March 10, 2015. He then commenced Roll Call.

Present: William Finley, John Johnston, Madhurendu Kumar, Lloyd Hoover, Arthur Johnson, William Meaney, Daisy Pate, Board Members. Ethel Graham, Legal Counsel.

Absent: Kelli Hardesty, Todd Perry, Board Members.

Quorum established. Roll Call sheet was circulated for signatures.

Meeting Minutes: Minutes of 02/10/2015 were reviewed. Finley made a motion to accept the minutes. Meaney seconded. Motion carried unanimously.

Treasurer's Report: Johnson presented the February 2015 Treasurer's Report. Additionally, Board members received copies of the revised January 2015 Treasurer's Report given February 10, 2015 to include checks that were authorized for payment. Johnston made a motion to accept the revised January 2015 Treasurer's Report given February 10, 2015 and to accept the February 2015 Treasurer's Report. Seconded by Johnson. Motion carried unanimously.

Licensing Application Review Committee – Finley, acting as Temporary Chair in Hardesty's absence, read the numbers of applicants recommended for approval for professional geoscientist licensing in Louisiana as follows: 1,3 4,6,7,9,11, 12,13, 14, 15, 16, 17, 18, 19, 21, 22, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 35, 36, 37, 38, 39, 41, 42, 43, 44, 45, 46, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 72, 73, 76, 77, 79, 81, and 82 of the Licensing Review Committee List for March 10, 2014. Motion was made by Johnson to accept the recommended list of applicants. Seconded by Johnston. Motion passed unanimously.

Licensing Examination Committee - No report at this time.

Complaint Review Committee – No report at this time.

Hearing Committee – No report at this time.

Comity/Reciprocity –Discussion ensued regarding reciprocity. McNicholas to research and report to the Board on other states comity/reciprocity requirements.

Office Committee – *Part-Time Position* – McNicholas worked with Vicki Kidder, Compensation, HR Consultant Specialist, and Britain Cardins, Louisiana State Civil Service. The classified WAE position is an Administrative Assistant 4, which gives the Board a pay range from \$11.62 per hr. to \$24.46 per hr. Advertisement was placed in The Advocate (\$60.00) and The

Reveille (\$187.60) as of March 4, 2015. The ad in The Advocate began on Thursday, March 5, 2015 and in The Reveille on Monday, March 9, 2015, both for 7 days. LBOPG will see what response is received and revise the ad as needed. *Cox Communication* – Renewal of account for landline and fax line is March 31, 2015. LBOPG has not received a fax in the year LBOPG has had the fax line in place. The landline is forwarded to the cell phone at all times. The cost of the land lines are \$91.04 per mo./\$1,092.48 annually. McNicholas' recommends Cox account not be renewed. Johnston made motion to remove the landline, fax line and close the account when current contract expires. Seconded by Johnson. Motion carried unanimously. *Executive Secretary's Accounting of Vacation and Sick Leave* – McNicholas' one year anniversary of employment with LBOPG is tomorrow, March 11, 2015. She has used 13 days of the 14 vacation days and 5 days of the 14 sick days, leaving a remaining balance of 1 vacation day and 9 sick days to roll over. *Typewriter* – LBOPG has been borrowing LES's typewriter for typing the licensing cards and for typing forms. It's margin sets/releases and correction tape functions do not work leading to wastefulness. McNicholas researched various typewriters and found the best reviews were for the Brother, Daisy Wheel 6750. Office Depot - \$119.99; Amazon.com \$81.62 (2-day free shipping and no taxes through McNicholas' Prime account) and Wal-Mart - \$81.62 (would be shipped to store and taxed). Johnston made motion that typewriter be purchased locally from Office Depot. Seconded by Johnson. Motion carried unanimously. *Postage* – Charge to credit card to be able to readily determine how much LBOPG spends on postage annually. Motion made by Johnston to charge postage to LBOPG credit card. Meaney seconded. Motion carried unanimously. McNicholas to research cost to establish an account with USPS.

Rules Committee – No report at this time.

Website – McNicholas reported on issues concerning the Business Catalyst section of website have been reported to Usable Creative. Discussion ensued concerning issues and whether the problem lies with the internet provider vs. software. Usable Creative is following up on these issues with Business Catalyst.

Legal Counsel's Comments – Results of Rule review are still pending. Johnson asked Graham about rules regarding retaining email messages through ZOHO mail account. Graham responded that all emails should be retained. Discussion ensued. If storage becomes an issue, Board may want to purchase a drive for storing emails. McNicholas to check with Zoho concerning storage concerns.

Other Business – 1.) Meaney proposed the LBOPG meet once a month. Johnston agreed but not yet with transitions still happening. Pate brought up budget concerns relating to two meetings a month. LBOPG agreed that eventually meetings will only be once a month but not at this time. Pate listed Rules, Enforcement, Continuing Education Audits and ASBOG are still items that require Board decisions 2.) CE log discussed. Motion made by Johnston to have the CE log with revisions and a sample CE log accessible on the website. Seconded by Johnson. Motion carried unanimously. Further discussion regarding what is to be accredited was tabled to the March 24, 2015 Board meeting.

Next meeting will be at 1:00 p.m., March 24, 2015 at the Louisiana Engineering Society Building Conference Room, 9643 Brookline Ave., Baton Rouge, LA. The following meeting will be April 14, 2015. Johnson and Graham will not be at the March 24, 2015 meeting.

Motion to adjourn meeting was made by Johnston, seconded by Meaney. Motion passed unanimously. Kumar adjourned meeting at 2:20 p.m.